Dear Best Practice Users

In August 2019, North Queensland X-Ray Services changed A4 Referrals to comply with Accreditation standards and include more information on the back regarding the services we provide. Please verify details in Best Practice reflect settings below or however it best suits.

We can provide you with the updated A4 referrals if you require them. Just forward an email to admintsv@nqxray.com.au requesting A4 referrals and they will be dropped to the practice ASAP.

Below are the instructions on how to set up Best practice to print the information in the correct places on our referrals.

- Login as a user
- Go into a patients file
- Click on imaging request (Chest x-ray icon)
- Click on user setup on left of imaging request window (clip board with ticks)
- Select provider request layout, click on change button
- From available layouts select add
- Name Layout 'A4 Request" or "NQXRAY"
- Input relevant parameters into fields

Numbers in red may substitute initial entries if they do not align with your printer.

Layout details ✕

Layout name: 1300NQXRAY 15/08/2019

	Top	Left		Top	Left
Patient name:	47 / *47*	40 / *40*	Doctor name:	235 / *235*	40 / *40*
Patient address:	55 / *55*	40 / *40*	Doctor address:	255 / *255*	19 / *19*
Patient D.O.B.:	67 / *66*	120 / *120*	Provider No.:	235 / *235*	120 / *120*
Patient sex:	47 / *47*	100 / *100*	Copies to:	260 / *260*	120 / *120*
Patient Medicare No.:	67 / *67*	40 / *40*	Request date:	40 / *33*	40 / *40*
Patient DVA No.:	67 / *69*	75 / *75*	Request ID:	20 / *21*	170 / *70*
Patient Phone No.:	60 / *59*	120 / *120*	Patient Mobile No.:	55 / *55*	120 / *120*

	Top	Left	Width	Height
Requested tests:	85	25	100	40
Clinical details:	150	25	75	70

All measurements are in mm from the top, left corner of the page.

Save   Cancel

- Click on Save